

# HVAC Installer Job Description

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## **Duties and Responsibilities:**

- Perform installation of HVAC related equipment following company policies and manufacturer's specifications
- Carry out wiring of both low and line voltage to cooling and heating equipment
- Perform installation of copper refrigerant lines to air conditioning units, including brazing and soldering
- Perform installation of flex and sheet metal duct systems in light commercial and residential buildings
- Ensure connection of gas lines to heating equipment is properly done
- Determine the right material needed for installation work by pre-measuring jobs
- Receive all materials and equipment required for each job, confirm and load them into company vehicle
- Provide necessary support to other team members to be able to complete tasks on time as instructed by management
- Create and maintain cordial and collaborative working relationships with both superiors and co-workers
- Ensure all paperwork needed for each job is accurately filled out
- Carry out readings on machines with the full understanding of the implication of such readings
- Ensure assigned company vehicle is kept clean
- Perform any other duty that may be directed by management.

## **HVAC Installer Requirements – Skills, Knowledge, and Abilities**

- Possession of 1-3 years HVAC installation experience
- Possession of High School Diploma or GED or equivalent; EPA certification a plus
- Possess effective verbal and written communication skills
- Excellent problem-solving and customer service skills
- Must have an honest and dependable personality

- Strong mechanical aptitude
- Strong ability to distinguish between various HVAC equipment
- Self-motivated individual with strong ability to follow instructions and work alone, as well as work effectively within a team
- Ability to display professional company image
- Possession of valid AZ driver's license with good record of driving
- Ability to pass a background check for criminality
- Strong ability to write and read in English language
- Ability to lift items weighing up to 100lbs safely
- Strong ability to operate under severe temperature condition of 120 or more for long periods of time
- Ability to work on weekends, at night, and to work overtime
- Ability to climb, stoop, balance, crouch, crawl, or/and kneel continually.